

(B) A BOARD MEMBER WHO COMMUNICATES EX PARTE WITH AN INDIVIDUAL CONCERNING A PENDING APPLICATION DURING THE PENDENCY OF THE APPLICATION SHALL FILE WITH THE COUNTY MANAGER A SEPARATE DISCLOSURE FOR EACH COMMUNICATION WITHIN THE LATER OF 7 DAYS AFTER THE COMMUNICATION WAS MADE OR RECEIVED.

15-856.

AT ANY TIME BEFORE FINAL ACTION ON AN APPLICATION, A PARTY OF RECORD MAY FILE WITH THE COUNTY MANAGER AN AFFIDAVIT INCLUDING COMPETENT EVIDENCE OF:

(1) A CONTRIBUTION BY AN APPLICANT COVERED UNDER § 15-854 OF THIS PART; OR

(2) AN EX PARTE COMMUNICATION COVERED UNDER § 15-855 OF THIS PART.

15-857.

(A) IN THE ENFORCEMENT OF THIS PART, THE COUNTY MANAGER SHALL BE SUBJECT TO THE DIRECTION AND CONTROL OF THE FREDERICK COUNTY ETHICS COMMISSION AND, UNLESS OTHERWISE SPECIFICALLY DIRECTED BY THE ETHICS COMMISSION, MAY ONLY:

(1) RECEIVE FILINGS;

(2) MAINTAIN RECORDS;

(3) REPORT VIOLATIONS; AND

(4) PERFORM OTHER MINISTERIAL DUTIES NECESSARY TO ADMINISTER THIS PART.

(B) (1) THE AFFIDAVITS AND DISCLOSURES REQUIRED UNDER THIS PART SHALL BE FILED IN THE APPROPRIATE CASE FILE OF AN APPLICATION.

(2) THE COUNTY MANAGER, AT LEAST TWICE ANNUALLY, SHALL PREPARE A SUMMARY REPORT COMPILING ALL AFFIDAVITS AND DISCLOSURES THAT HAVE BEEN FILED IN THE APPLICATION CASE FILES.